

REQUIREMENTS

- A. Tell the applicant the social security number and other identifying information for each family member will be matched with information in other systems
 - 1. Limit information access to data needed to determine eligibility
 - 2. Apply confidentiality provisions to all information received through computer matches
- B. Resolve discrepancies received through computer matches:
 - 1. Check the case record to make sure the information is applicable and unknown, and if so
 - 2. Send the customer within 10 days of receiving the alert or report:
 - **“Request for Information” letter - Form 1052**
 - **“Report of Change” – Form 491**
 - An employer verification form, if the report is about earnings
 - 3. Give the customer a 10-day response deadline
 - 4. Make the appropriate changes for current eligibility
 - Close cases if the customer does not respond to the request for information
 - 5. Process any overpayments
- C. Types of computer matches:
 - 1. Specific inquiry into other systems during the application, recertification and interim change
 - 2. CARES matches done on an automated schedule
 - 3. Matches run by the Office of the Inspector General

INQUIRY MATCHES

- A. Maryland Automated Benefits System (MABS)
 - 1. Provides quarterly earnings for the most recent 6 quarters in the system
 - Includes employer’s name and address
 - Generally 1 – 2 quarters behind

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2. Provides unemployment insurance benefit information
 - Amount and date of each benefit issuance
 - Liens (child support or recoupment) against the benefit to be paid
 - Employee name and address
 - Date of filing for benefits
 - Data is current within a week
 - Last day of employment and the reason work stopped
3. Required for all adults in the assistance unit and minor heads of household at:
 - Application
 - Each recertification
4. Data is available on-line immediately

B. Motor Vehicle Administration (MVA)

1. Provides the following information:
 - Licensed vehicle registration, make, model
 - Unlicensed vehicle make, model, most recent registration
 - Vehicle purchase and lien information, owners, co-owners, addresses
 - Driver's license data
2. Required for all adults in the assistance unit, children age 16 and above, and absent parents at:
 - Application
 - Each recertification
3. Data is available on-line immediately

C. State Verification Exchange System (SVES)

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1. Provides:
 - Social Security Number verification
 - Retirement, Survivors, Disability Insurance (RSDI) benefits
 - Supplementary Security Income (SSI) benefits
 - Work History – Quarters of Coverage
 - Prisoner information
 2. Request each type of information separately, but consecutively without delay
 3. A separate response screen for each type of information is available the next working day after the request
 4. Required as needed for eligibility determination
- D. Systematic Alien Verification Entitlements (SAVE)
1. Provides verification of whether an individual is a qualified immigrant
 2. Dial-in system – response is immediate
 3. Required for all immigrants at application

CARES AUTOMATED MATCHES

- A. New Hires Registry System
1. Provides information about individuals who are newly employed
 - Name and social security number
 - Employer's name and address
 - First day of work
 - Salary, pay frequency
 - Available medical benefits (employer not required to report this)
 2. Match is run daily and produces alerts daily
 3. Match is run for individuals in an active, pending, active no-pay, or Medical Assistance spend-down status
- C. Income Eligibility Verification System (IEVS)

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1. Provides information from the Internal Revenue Service (IRS)
 - Assets as reported on **1099**
 - Unearned income reported on **1099**
 - Earnings reported to the Social Security Administration
 - Gambling winnings
2. Provides information from the Social Security Administration:
 - Beneficiary and Earnings Data Exchange (BENDEX) – social security benefits, private pensions, out-of-state wages, veterans and other government benefits, and self-employment
 - State Data Exchange (SDX) – information on SSI customers
 - Social Security Number verification (see Social Security Number)
3. Information received from IEVS cannot be used to determine eligibility without additional verification unless the information comes from the primary source (See Note)
 - The Social Security Administration is the primary source for SSI and Social Security benefits and Social Security Numbers and that information can be used without other verification
 - The Social Security Administration is not the primary sources for wages, self-employment or other benefits and pensions and that information cannot be used without additional verification
 - IRS is not the primary source for information in IEVS, so all IRS information must be verified with the primary source or other documents

Note: The primary source authorizes or issues the income or asset

- For example, the employer is the primary source for wages and the bank is the primary source for savings accounts.

4. FIA determines when information from IEVS will generate alerts to the case manager
5. Information received from IEVS has strict confidentiality and security requirements

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- Access is limited
- Local departments are audited concerning security, confidentiality and use of the information procedures

MATCHES RUN BY OFFICE OF THE INSPECTOR GENERAL

- A. Maryland State Employment Match - matches State employment records with individuals active on CARES
- B. Maryland State Bureau of Vital Statistics - matches death records with individuals active on CARES
- C. Baltimore City Jail - matches inmate records with individuals active on CARES
- D. Maryland Department of Corrections - matches inmate records in State facilities with individuals active on CARES
- E. Veterans Administration - matches veteran benefit records with individuals active on CARES
- F. Public Assistance Recipient Information System - matches individuals on CARES receiving TCA or FS benefits with those concurrently receiving benefits in other states
 1. The number of states participating varies
 2. Match is run quarterly
- G. Individual state matches for concurrent benefits and earnings are currently in place with Pennsylvania, Delaware, Virginia, and DC
- H. National Prisoner Verification System - matches individuals active on CARES with Federal, State, and local jails and prisons inmate records (The number of correctional systems participating varies)
- I. Police Departments – Fugitives Match - matches individuals active on CARES with fugitive warrant records in Maryland and DC
- J. Child Day Care Records
 1. Matches individuals active on CARES receiving day care subsidies with CARES earned income data
 2. Matches individuals on CARES with day care provider records

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Note: All matches done by the Office of the Inspector General are reviewed by OIG staff and tested to determine if the data is valid. They clean up each match and delete erroneous hits before reports are sent to the local department.

Most OIG matches are run quarterly or annually.

ADDITIONAL INFORMATION

- Technical Eligibility – Social Security Number
- Technical Eligibility – Citizenship/Immigrants